|  |  |
| --- | --- |
|  | **Application for Programme Development Consent**  **Collaborative Provision** |
| Completion of an application for Development Consent is the first stage of the Programme Approvals Process at the University of Hull. The application is a two-stage process:   1. Business Case 2. Academic Case   **1. The Business Case (section B & G)**  In this section both Partner Institution (PI) and Faculty must explain the business rationale for the programme and evidence how the proposal aligns with strategic plans for both the PI and University. This will help the University substantiate the programme’s viability in a competitive market and present an understanding of any financial and resource implications.    **2. The Academic Case (section C)**  This part of the form facilitates the proposal of academically-sound programmes of study which meet the ‘expectations’ outlined in the UK Quality Code for Higher Education. In doing so, it supports the University in setting, describing and assuring the academic standards of its higher education awards and programmes and the quality of the learning opportunities they provide.  It is intended that the completion of this section of the form will facilitate a programme-level approach to curriculum design; prioritising coherent programme-level curriculum design over individual module developments and placing the student experience and the strategic direction of both the PI and University at the heart of the design process.  Some major modifications (new location, new mode and new method of delivery) require the approval of Development Consent. The existing programme documentation **must** be submitted, revised (with tracked changes) to demonstrate how the programme will be delivered following the modification.    Programmes awarded Development Consent are authorised to advertise to prospective students (subject to full approval) - in completing this form the intended student audience must be borne in mind. The proposed programme’s indicative aims, outcomes and approaches to teaching and learning should therefore be written in a way that will be understandable and meaningful to this intended audience. | |

|  |  |
| --- | --- |
| A | GENERAL INFORMATION |

|  |  |
| --- | --- |
| **1** | **Partner Institution name** |
|  |  |
| **2** | **University Faculty and Academic Unit Information** |
|  | Faculty:  Academic Unit:  Academic Contact name: |
| **3** | **Partner Institution Academic Unit Information** |
|  | Faculty / Academic Unit:  Lead Contact name:  Lead Contact email:  Lead Contact job title: |

|  |  |
| --- | --- |
| **4** | **Nature of application** |
|  | |  |  |  | | --- | --- | --- | |  | **Yes / No** |  | | **New programme** |  | *Continue to complete all sections of this form* |  |  |  |  | | --- | --- | --- | |  | **Yes / No** | **Nature of the modification** *e.g. new location of delivery* | | **Major Modification\*** |  | *Complete sections A and B (& relevant signatures) of this form only* | | **Major modifications require the following to be submitted alongside this Development Consent form, please indicate submission:** | | | | * Major modification coversheet |  | | * revised programme specification (track changes function to be utilised) |  |   *\* it is advisable to contact* [*QSS-Partnerships@hull.ac.uk*](mailto:QSS-Partnerships@hull.ac.uk) *prior to completing this form* |
| **5** | **Programme awards and titles** |
|  | |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | **Variant** | **Programme Title** | **Mode (FT/PT)** | **Method of delivery\*** | **Proposed first year of entry** | **Duration of study** | **Intakes per year (state month)** | **Weeks per trimester** | **Location of delivery** | **UCAS code** | **Proposed student fee** | | *Example (to be deleted upon submission)* | | | | | | | | | | | | *A* | *BA English* | *FT* | *On campus* | *2021/22* | *3 years* | *Two - Sept, Jan* | *15* | *City Centre campus* | *Q300* | *xxx* | | *B* | *BA English* | *PT* | *Online* | *2021/22* | *6 years* | *Two - Sept, Jan* | *15* | *Online* | *Q300* | *xxx* | | A |  |  |  |  |  |  |  |  |  |  | | B |  |  |  |  |  |  |  |  |  |  | | C |  |  |  |  |  |  |  |  |  |  |   \* input either On campus, Online, Distance Taught, Other (please state) |

|  |  |
| --- | --- |
| **6** | **End of stage awards and titles**  *Indicate when, and give a full explanation why, the end stage award titles are different to the variants listed above and which are intended to have different UCAS codes.*  *For example, BSc Nursing / HE Certificate in Nursing Studies* |
|  |  |
| **7** | **Type of programme**  *Place the relevant programme variants (a,b,c etc.) against each programme type below.* |
|  | |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | **Single Honours** |  | **Combined** |  | **Integrated Masters** |  | | **Taught Masters** |  | **MRes**  **(*taught or research*)** |  | **Foundation Degree** |  | | **Apprenticeship/Work Based Learning** |  | **Dual Award** |  | **Preliminary Stage** |  | | **HE Certificate** |  | **HE Diploma** |  | **Honours Stage (Top-up)** |  | | **Placement Year** |  | **Year Abroad** |  |  |  | | **Other *Please detail:*** |  | | | | | | **Does this programme underpin a Higher/Degree Apprenticeship?** | Y/N  If yes complete *Annexe 1* | | | | |      |  |  | | --- | --- | | **Progression Routes**  *Indicate two progression route programmes. If none exist, do you have any plans to develop such provision?* |  | |
| **8** | **Approval category**  *Use the relevant programme variants (a,b,c etc.) to indicate the preferred category for each programme* |
|  | |  |  | | --- | --- | | **Consortium** |  | | **Franchised** |  | | **Validated** |  | |
| **9** | **Proposed JACS/HECoS code** |
|  |  |
| **10** | **Awarding Institution(s)** |
|  | University of Hull |

|  |  |
| --- | --- |
| B | BUSINESS CASE |
| 11 | **Anticipated student numbers**  *Provide rationale for these numbers. Indicate the minimum number of students necessary for financial viability and explain the evidence on which this is based.* |
|  | Anticipated number of students:   |  |  |  |  | | --- | --- | --- | --- | | **Variant** | **Year one** | **Year two** | **Year three** | | *Example (to be deleted upon submission)* | | | | | **A** | **10** | **12 (9)** | **14 (19)** | | **B** | **2** | **4 (2)** | **4 (5)** | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  | | **Rationale** | | | |   Minimum number of students required to make the programme viable:   |  |  |  |  | | --- | --- | --- | --- | | **Variant** | **Year one** | **Year two** | **Year three** | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  | | **Evidence** | | | | |
| 12 | **Will students be displaced from other programmes at the partner institution?**  *If yes, please indicate which programmes and the validating body.* |
|  | |  |  | | --- | --- | | **Programme title** | **Validating body** | |  |  | |  |  | |  |  | |
| 13 | **Are there any additional resources required to facilitate learning and teaching?**  *If yes, has the College committed to additional resources required for the programme? Include details of any additional teaching staff FTE and their RTS status* |
|  | |  |  | | --- | --- | | **Type of resource** | **Provide details** | | **Learning resources for example library/additional specialised software** |  | | **Teaching spaces for example labs/studios** |  | | **Staffing** |  | | **Other** |  | |
| 14 | **How does this programme development fit with your institution’s HE strategy?** |
|  |  |
| 15 | **Market research**  *Outline the research undertaken and the findings which have resulted in this programme/s being developed* |
|  |  |
| 16 | **Applicant profile**  *Outline the expected applicant profile e.g. part time students, distance taught, local students, internal progressing students*  *AND*  *Discuss how the College is able to meet the needs of these students e.g. teaching patterns, support mechanisms* |
|  |  |
| 17 | **Competitor analysis**  *Provide information on institutions offering similar programmes along with their fees, geographical spread and typical entry tariff. List the three institutions and programmes that form the current main competitors for the proposed programme. Include the University of Hull, if applicable.* |
|  |  |
| 18 | **Proposed External Advisors**  *A UVP cannot take place without external feedback* |
|  | |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Name (including title)** | **Position** | **Institution/company** | **Qualifications** | **Brief rational for nomination** | |  |  |  |  |  | |  |  |  |  |  | |

|  |  |
| --- | --- |
| C | ACADEMIC CASE  OUTLINE AND RATIONALE FOR VALIDATED PROVISION  *Please ensure that where necessary, each section below clearly identifies differences/additions for each programme and its variant using the programme variants (a,b,c etc.)* |
| 19 | **Proposed Programme Rationale and Overview**  *Please provide a summary overview, outlining the rationale for the programme development, including:*   * *How is the programme inclusive and supportive of diversity?* * *How is the vision of the University integrated within and across the programme?* * *How is the programme regionally and/or nationally distinctive?* * *How are issues relating to the challenges of the 4th industrial revolution (such as examining the role of humans in a digital and technology driven environment, including the personal, institutional, societal consequences) embedded into the programme?* |
|  |  |
| 20 | **Indicative Programme Aims**  *As a guide, you should have four to six programme aims. You may find the* ***University of Hull Learning Outcomes Tool*** *useful when completing this section.*  *Please remember to include any additional programme aims for the programme variants listed on this form using the variants allocated in section A5.* |
|  |  |
| 21 | **Indicative Programme Outcomes**  *As a guide you should have six to eight programme outcomes. Please see:* ***University of Hull Learning Outcomes Tool*** *for further information.*  *Please remember to include any additional programme outcomes for the programme variants listed on this form using the variants (a,b,c etc.) allocated in section A5.* |
|  | ***On successful completion of this programme, students will be able to:***   |  |  |  | | --- | --- | --- | | **POs** | **Programme Outcome Text** | **Programme variant** | | PO1 |  |  | | PO2 |  |  | | PO3 |  |  | | PO4 |  |  | | PO5 |  |  | | PO6 |  |  | | PO7 |  |  | | PO8 |  |  | |
| 22 | **Employability**  *Outline how the programme:*   * *Develops employability skills throughout the programme, reflecting Hull Graduate Attributes.* * *Enables progression to a range of graduate jobs, ensuring that these reflect subject specific and wider career opportunities* |
|  |  |
| 23 | **Brief Summary of Proposed Learning and Teaching Approach**  *Provide a summary, covering:*   * *The teaching and learning approach including active learning and collaborative approaches, (e.g. spiral curriculum, active learning, problem based learning, programme focused assessment, flipped classrooms, messy learning).* * *Why this is the most appropriate approach.* * *How the proposed pedagogic approach aligns to the programme outcomes.*   *Ensure that any variants offering blended or online delivery have their teaching and learning approaches distinctively identified from on campus delivery.* |
|  |  |
| 24 | **Brief Summary of Proposed Assessment Approach**  *Provide a summary covering:*   * *How students will be assessed and why this is the most appropriate approach.* * *Reference to any disciplinary and/or practice based approaches to assessment.* * *How the assessment demonstrates inclusivity in design and choice, ensuring all students have equal opportunity to succeed.* * *Specific reference to how the proposed assessment strategy is aligned to the programme outcomes.* |
|  |  |
| 25 | **Proposed Key Areas of Study**  *Describe the key topics of study* |
|  |  |
| 26 | **Programme special features**  *Provide any other information about the programme(s) not included above. This may include field trips and their arrangements, special opportunities on offer (e.g. forest school qualifications) and specific student support arrangements associated with these programmes.* |
|  |  |
| 27 | **Student engagement in curriculum and pedagogic design**  *Outline how students will be involved in curriculum and pedagogic design.* |
|  |  |
| 28 | **Relevant Subject Benchmark Statements**  *State the* [*QAA subject benchmark statements*](http://www.qaa.ac.uk/assuring-standards-and-quality/the-quality-code/subject-benchmark-statements) *relevant to the programme and used within its design. Where no subject benchmark statements apply, state ‘not applicable’.* |
|  |  |
| 29 | **Other references used in designing the programmes**  *e.g. service groups in health-related areas; industrial expert advice; other external stakeholders etc.* |
|  |  |
| 30 | **Professional, Statutory or Regulatory Bodies**  *Provide the names of any accrediting or reviewing professional, statutory or regulatory bodies which will, or are expected to, recognise or accredit the programmes alongside the level and type of expected accreditation, with dates of approval where appropriate.* |
|  |  |

|  |  |
| --- | --- |
| D | CONSORTIUM AND FRANCHISED PROVISION ONLY |
| 31 | **Quality Assurance**  *Outline what quality assurance processes will be put in place and how risk will be managed e.g. will marking, moderation, annual monitoring and external examining be shared, how will placement quality be assured etc.* |
|  |  |

|  |  |
| --- | --- |
| E | ADMISSIONS INFORMATION |
| 32 | **Academic entry requirements**  *Using the relevant programme variants (a,b,c etc.), please highlight any proposed entry requirements including UCAS tariff points .* |
|  |  |
| 33 | **Other proposed entry requirements**  *Such as, if Disclosure Barring Service or medical checks are required, please explain why.* |
|  |  |
| 34 | **Restrictions to entry**  *Outline any necessary restrictions such as age and overseas students and explain why these need to be in place.* |
|  |  |

|  |  |
| --- | --- |
| F | ADDITIONAL INFORMATION |
| 35 | *Include any additional information and / or relevant documents that you feel will help the Development Consent Panel to reach its decision.* |
|  |  |

|  |  |  |
| --- | --- | --- |
| G | | FACULTY TO COMPLETE |
| 36 | | **University Academic Contact (following Full Approval)** |
|  | | **Name:**  **Email:**  **Job Title:** |
| 37 | | **Is the provision comparable or non-comparable?**  *Please indicate below, using relevant variants (a,b,c etc.)* |
|  | | |  |  | | --- | --- | | Comparable |  | | Non-comparable |  | |
| 38 | | **Risk Analysis**  *The faculty to confirm here any plans to manage risks e.g. placements* |
|  |  | |
| 39 | | **Does the faculty believe the proposed programme/s represent competition to the University of Hull?**  *If yes, please explain* |
|  | |  |
| 40 | | **Additional University of Hull resources required?**  *e.g. new Academic Consultant or administrator* |
|  | |  |
| 41 | | **Faculty Comment** |
|  | |  |

|  |  |
| --- | --- |
| FOR APPRENTICESHIP AWARDS ONLY (boxes 42 – 46) | |
| 42 | **Name of Apprenticeship Standard as determined by the Institute for Apprenticeships**  *(*[*www.instituteforapprenticeships.org*](http://www.instituteforapprenticeships.org)*)*  *Please attach copies of the Standards and Assessment Plan if available. If not yet approved, then include detailed narrative of any involvement with the trailblazer group with indicative timescales including date for approval of the Standard and Assessment Plan.* |
|  |  |
| 43 | **Name of Academic Award this Apprenticeship is linked to.**  **(e.g. BSc Professional Practice in Supply Chain Leadership)**  *Please make reference to any approved qualifications listed within the Apprenticeship Standard if applicable.* |
|  |  |
| 44 | **Apprenticeship Award Title for Marketing purposes**  **(e.g. Supply Chain Leadership)***.* |
|  |  |
| 45 | **Other Bodies Involved in the delivery of assessment of the award (e.g. end point assessment)** |
|  |  |
| 46 | **Duration of Apprenticeship Award programme**  *Please indicate how long the apprenticeship element extends beyond the academic life of the core academic programme.*  *Please consider timing of programme boards and allow sufficient time for the End Point Assessment to be completed. (****Note****: EPA cannot be completed until the Degree Award is confirmed)* |
|  |  |

|  |  |  |
| --- | --- | --- |
| **AUTHORISATION OF BUSINESS CASE** | | |
| **47** | **Signature of Quality Support Service Office** |  |
| **Print Name** |  |
| **Date** |  |
| **Current status of Partnership Agreement and contract end date** |  |
| **48** | **Signature of University Faculty Finance Manager** |  |
| **Print Name** |  |
| **Date** |  |

|  |  |  |
| --- | --- | --- |
| **AUTHORISATION OF ACADEMIC CASE** | | |
| **49** | **Signature of representative of Senior Management Team at Partner Institution**  *(signature confirms the application has been approved by an internal College approvals process)* |  |
| **Print Name** |  |
| **Job Title** |  |
| **Date** |  |
| **50** | **Signature of Head of Lead Academic Unit (University)**  *(signature confirms that a costing analysis has been undertaken and approved)* |  |
| **Print Name** |  |
| **Date** |  |
| **51** | **Signature of Head of Second Academic Unit (University) (if applicable)**  *(signature confirms that a costing analysis has been undertaken and approved)* |  |
| **Print Name** |  |
| **Date** |  |
| **52** | **Signature of Associate Dean Education of Lead Faculty (University)**  *(signature confirms that a costing analysis has been undertaken and approved)* |  |
| **Print Name** |  |
| **Date** |  |

***To be completed post development consent panel meeting***

|  |  |  |
| --- | --- | --- |
| **RECOMMENDATION OF APPROVAL OF DEVELOPMENT CONSENT** | | |
| **53** | **Date of Development Consent Panel** |  |
| **54** | **Signature of Chair of Development Consent Panel** |  |
| **Print Name** |  |
| **Date** |  |

|  |  |  |
| --- | --- | --- |
| **APPROVAL OF DEVELOPMENT CONSENT** | | |
| **55** | **Signature of Chair of Programme Management Committee** |  |
| **Print Name** |  |
| **Date** |  |